



PHILIP L. BROWNING
Interim Director

**County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020
(213) 351-5602

January 10, 2012

REVISED

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Board of Supervisors

GLORIA MOLINA

First District

MARK RIDLEY-THOMAS

Second District

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Third District

DON KNABE

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MICHAEL D. ANTONOVICH

Fifth District

Dear Supervisors:

**REQUEST FOR APPROVAL AND DELEGATED AUTHORITY FOR
THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES TO PROCURE SERVICES
ASSOCIATED WITH RESOURCE FAMILY
RECRUITMENT, TRAINING, RETENTION AND SUPPORT
THROUGH THE INTERNAL SERVICES DEPARTMENT (ISD)
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

The Department of Children and Family Services (DCFS) receives AB 2129 funds to develop and implement a wide range of ongoing local and countywide training events and recruitment activities in support of Resource Families caring for DCFS and Probation placed children. DCFS works with ISD to procure necessary services and items to support these recruitment and training events, including fair and reasonable food and refreshment costs for those attending all-day training and conference events. However, the ISD County Fiscal Manual does not allow for food and refreshment costs over \$500. As such, DCFS is seeking your Board's authorization for ISD to purchase services required for recruitment, training, and support events for Resource Families; including reasonable food and refreshments, which may exceed \$500.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to DCFS Interim Director, or his designee, to sponsor and pay for costs, including food and refreshment costs, associated with training and conferences for Resource Families.
2. Authorize ISD, as the County Purchasing Agent, to procure services and items associated with Resource Family recruitment and training events, including the purchase of food and refreshments included within the all-inclusive costs of certain training venues for FY 2011-2012.

"To Enrich Lives Through Effective and Caring Service"

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Resource Families provide essential care and supervision for children who cannot safely remain in their own homes, and are essential partners in achieving the outcomes of safety, permanence, well-being, and self-sufficiency for the children and families we serve. Once licensed by Community Care Licensing (CCL) and approved by DCFS, Resource Families must complete ongoing mandated training hours to meet State and County requirements. Those that care for children with specialized medical and emotional needs must complete additional specialized training (initial and ongoing). These countywide training and conference events cover an array of workshop topics that align with key departmental initiatives and are designed to better equip Resource Families to continue providing essential care to placed children, thereby improving their quality of life. They are essential to supporting child safety, permanence and well-being and implementing specific State and County initiatives, including the County-sponsored Self-Sufficiency Initiative/Plan. These training and conference style events are organized at all-inclusive venues that include reasonable food and refreshment costs associated with the day's training and conference activities. It should be noted that if lunch is offered, it is always in concert with a lunch-time speaker/trainer or training activity.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal 5 (Children and Family Well-Being). Ensuring that qualified Resource Families are recruited, trained, and supported as they care for DCFS and Probation placed children directly supports the departmental goals of safety, permanence, well-being, and self-sufficiency.

FISCAL IMPACT/FINANCING

Historically, under AB 2129, the Department has received 50% Federal and 50% State reimbursement to offset training costs. AB 2129 requires no County cost/match. For FY 2011-2012, the total budgeted amount of AB 2129 funding available to DCFS for Resource Family training is \$619,192. Of this amount, for the remainder of FY 2011-2012, the Department would expect to spend no more than \$48,600 for the associated food and refreshment costs referenced in this Board letter for training conferences and recruitment events targeting an estimated total of 1,500 to 1,800 attendees.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Licensed or certified Resource Families are eligible for Title IV E training reimbursement including food. As such, authorization for ISD to purchase these necessary services and items, including refreshments and food over \$500 per event, associated with recruitment, training, and support of Resource Families is requested. For all the recruitment, training and support events scheduled for FY 2011-12, the cost of refreshments and food will not exceed \$48,600.

The ISD and Chief Executive Office have reviewed and approved this Board letter.

CONTRACTING PROCESS

The acquisition of training services and venues falls within the authority of the Purchasing Agent. Any such purchases will be requisitioned through, and accomplished by the Purchasing Agent in accordance with the County's purchasing policies and procedures.

IMPACT ON CURRENT SERVICES

The recruitment, support and training of Resource Families are integral parts of the DCFS and Probation service delivery system. Caring, well qualified, and well trained caregivers are crucial to strengthening and maintaining healthy temporary and permanent homes for children and youth in out-of-home care.

CONCLUSION

Approval of delegated authority to the DCFS Interim Director, or his designee, to sponsor and pay costs for training and conference events, including associated food and refreshment costs, for Resource Families in attendance will support the continued design and delivery of high quality recruitment, training and support efforts. Your Board's approval of these recommendations will also authorize ISD, as the County Purchasing Agent, to procure services and items associated with Resource Family recruitment and training events, including the provision of food/refreshment costs which are included at all-inclusive venues for FY 2011-2012.

Upon approval of this request, please instruct the Executive Officer/Clerk of the Board to send an adopted stamped copy of this Board letter to:

Department of Children and Family Services
Procurement Services Division
Attention: Godwin Nwugo
501 Shatto Place, Room 301
Los Angeles, CA 90020

Department of Children and Family Services
Training Section
Attention: Mark Miller
4024 North Durfee Avenue
El Monte, CA 91732

Department of Children and Family Services
Permanency Resources Division
Attention: Diane Wagner
532 E. Colorado Blvd.
Pasadena, CA 91101

Respectfully submitted,



PHILIP L. BROWNING
Interim Director

PLB:CMM
MHM:mm

c: County Counsel
Executive Officer, Board of Supervisors
Director, Internal Services Department
Chief Probation Officer